



Community Redevelopment Advisory Board Minutes

March 24, 2022 at 5:30 pm

Virtual Meeting

Present

Board Members: Christine E Girand, Maria Bryant, Linda Faye Washington, Carol M Rosenfelt, Murray Scott Wilton, Anjali Vaya

Staff Members: Peter Moore, Kyle Dudgeon, Jessica Lovelace

Absent

None.

(1) Call to order

Staff called the meeting to order at 5:32 pm.

(2) Consent Agenda

A. Approval of Minutes - February 24, 2022

Request made to update correct spelling for parking lot in Board comments to Beloit.

Motion to approve minutes made by Murray Scott Wilton, seconded by Carol Rosenfelt. Motion passes 6-0.

(3) Staff Updates

A. Staff Updates

CRA Assistant Division Director, Kyle Dudgeon, introduced two items. Staff has moved forward with the formal solicitation process for the Central Park Stage and will recommend a construction firm to the City Commission on April 13, 2022. After approval, staff will begin the pre-construction and timeline process.

Staff is collaborating with the Economic Development Advisory Board and MJB consulting to analyze Winter Park businesses and determine if the City has the right mix of businesses and whether the City is leveraging those businesses appropriately.

(4) Public Comments (for items not on the agenda)

Sheila Reid, 780 Carver Street, requested a timeline for when a parking study that includes parking garages might take place. Budget & Management Division Director, Peter Moore responded stating that staff did install parking sensors in the Park Place Garage, which was completed internally through the City's IT department. Mr. Moore will check and see if there is data to pull from that. However, if the parking puck study is successful, then staff will certainly revisit broadening the scope of the study to potentially include parking garages. Timeline is contingent upon success of the parking puck study as well as available grant funding.

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Furthermore, Ms. Reid inquired about whether the current parking study be used to determine need for additional parking garages in Winter Park. Mr. Dudgeon responded stating that the purpose of the study is to develop a more efficient way for the City to evaluate how to manage parking and not necessarily to advocate one way or another for additional parking garages.

(5) Non-Action items

A. Discussion of CRA Home Renovation Grant Program

CRA Assistant Division Director, Kyle Dudgeon, introduced the item. Mr. Dudgeon noted that this is the time of year where staff evaluates the effectiveness of programming to ensure that CRA programs are meeting constituency, meeting demand, and meeting program goals with the intention of making necessary program amendments. Mr. Dudgeon continued by providing a brief update on program status. The Home Renovation program has demonstrated positive performance in recent years by executing several grant applications for residents without the need of a waitlist. However, to assess overall program performance effectively, staff researched the program practices and guidelines of other Florida municipalities with the goal of identifying program gaps evident in the Winter Park CRA home renovation program.

To provide further comments, Mr. Dudgeon introduced CRA/Economic Development Specialist, Jesica Lovelace to discuss city-to-city comparisons of home renovation programming. Ms. Lovelace indicated that research shows that the two most common programmatic differences is maximum available funding and specific repair eligibility. In many Florida CRA programs, the average program budget is \$40,000 per applicant where Winter Park's maximum available is \$20,000. In addition, many local CRAs will allow interior and exterior improvement eligibility if the repairs pertain to ADA enhancements and safety.

Based on available research and rising costs of materials and labor, Mr. Dudgeon asked the board to consider any potential changes to or recommendations for the grant program that can be included in the CRA budget as a whole, which will be implemented October 1.

Questions were raised regarding how staff assesses the needs of the community and if the grant's maximum available funding is increased, how will the program continue to provide funding to as many eligible residents as possible. Mr. Dudgeon stated that staff assesses need through demand. Demand for the program varies from year to year. To ensure appropriate budget capacity, staff can review program activity over the years and distinguish average program participation and develop a suitable budget model from that point.

In addition, there was further inquiry pertaining to the board's role in determining qualification metrics. Mr. Dudgeon responded stated that Winter Park mirrors much of Community Development Block Grant (CDBG) federal guidelines to determine applicant eligibility. The Winter Park Home Renovation program follows CDBG's income guidelines to ensure program funds reach the neediest applicants. In addition, the program also considers home ownership status, homestead exemptions, and owner-occupied status.

Furthermore, questions were raised regarding how the grant is awarded to applicants. According to Mr. Dudgeon, the grant is awarded as a 10-year forgivable loan.

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There was additional inquiry regarding the program's use for churches. Mr. Dudgeon stated the program is designed for single-family residences. For non-profit organizations and churches seeking assistance from the City, the CRA has utilized ARPA funding as well as provided funding through a provisional not for profit support grant in the past. However, to assess a non-profit's eligibility for CRA funding, staff will consider an organization's social capital by examining how the organization supports the goals of the CRA prior to investing.

Mr. Dudgeon advised that if the CRA decides to recommend an increase to the program's grant cap, the board should also consider making changes to types of eligible improvements.

After continued discussion regarding program eligibility, eligible improvement considerations, indirect costs, and the opportunity for future program changes that arise as the market and community demand fluctuates, the board directed staff to look into providing recommendations for increasing the current grant cap as well as expanding the program's eligibility requirements to review at the next board meeting.

Prior to moving on to the next item, the board opened the floor to public comment.

Sheila Reid, 780 Carver Street, requested clarification on whether the home renovation grant can be used to cover church repairs. Mr. Dudgeon stated that the grant program cannot be used to cover church improvements.

B. Downtown Curbside To Go Smart Parking Study

CRA Assistant Division Director, Kyle Dudgeon, introduced the item. To conduct the study, staff will adhere to two phases. Phase One will look at quantitative data using the installed parking pucks to evaluate the curbside to-go program, which will be done in tandem with a community survey. After 90 days, staff will collect data gathered to determine if there is cause to expand the parking sensor technology throughout Downtown Winter Park. Both the train station and city hall lots have been identified as potential expansion areas. Hence, the goal is to bring the parking data to the board to discuss phase two expansion into specific Winter Park surface lots. Concerns were raised regarding value of the curbside to-go parking spaces post-pandemic. Due to parking spaces being positioned right in front of a particular business, certain businesses have a parking advantage that is not afforded to all businesses. Ideally, unless merchants are willing to pay for curbside parking spaces, the spaces pose an unfair advantage. Mr. Dudgeon responded stating that the spaces are not exclusive to certain businesses and should be used for quick shopping trips throughout Park Avenue. However, the data derived from the parking puck study should help identify proper use for curbside parking in the future.

There was subsequent inquiry pertaining to the need for designated curbside parking spaces if the spaces can be used for shopping at any business regardless of location. In addition, the board inquired about whether the parking garages would also be evaluated within this study. Mr. Dudgeon responded stating that the resulting parking data should provide staff with information outlining relative use. Moreover, Mr. Dudgeon added that the current parking study will only be used to analyze surface parking due to technological limitations and the structure of parking garages.

In addition to the parking technology, staff is collaborating with the Park Avenue District and the Chamber of Commerce to distribute a survey to Winter Park merchants and residents who utilize the curbside to-go parking to assess community utilization effectively,

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(6) Action Items

None.

(7) Board Comment

A. Upcoming items for agenda.

Some board members are interested in gathering more information about board members so that members have a better understanding of who is serving alongside them.

(8) Adjournment

There being no further business to discuss, the meeting adjourned at 6:27 pm.

Christine Girand, Chairperson

Board Liaison, Kyle Dudgeon